

**TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-13**

Depart. Name: Submitted By:	Town Commission June White, Town Clerk Connie Hoffmann, Town Manager	511				
Function:	To represent the public interest, provide leadership and policy direction for the Town's future, and assure the present and future fiscal integrity of the municipal government.					
Objectives:	To maintain transparency and trust in municipal government in Lauderdale-by-the-Sea, to operate municipal government in an efficient and business-like manner, to provide excellent customer service to our residents, businesses, and visitors, to foster the economic well-being of the Town.					
Achievements FY 2013	Reduced taxes by keeping the millage rate the same for the third year in a row, despite declining property assessments; Negotiated substantive changes to the garbage collection contract upon renewal that resulted in expanded service at no cost and future rate reductions for Town residents. Chaired very successful Halloween, Easter by the Sea, and 4th of July special events;					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-2013
	PERSONNEL SERVICES					
110	SALARIES - includes 5% increase allowed	\$ 56,284	\$ 56,284	\$ 59,098	\$ 59,098	\$ 56,284
210	FICA -Social Security 6.20% and Medicare 1.45%	\$ 4,306	\$ 4,306	\$ 4,521	\$ 4,521	\$ 4,306
220	RETIREMENT - Contribution to the Florida Retirement System for elected officials	\$ 6,270	\$ 6,270	\$ 6,046	\$ 6,046	\$ 5,758
230	GROUP INSURANCE -	\$ 20,203	\$ 25,203	\$ 17,323	\$ 17,323	\$ 18,104
315	PROFESSIONAL SERVICES - no expense anticipated		\$ 5,835			
510	OFFICE SUPPLIES - Office supplies used for preparation of of the Commission Agenda packages and other supplies.	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
512	ELECTIONS - no election planned for FY 13	\$ 4,200	\$ 3,200		\$ -	\$ -
540	DUES & SUBSCRIPTIONS -	\$ 2,442	\$ 1,442	\$ 1,633	\$ 1,633	\$ 1,633
	Broward League of Cities = \$ 564					
	Florida League of Cities = \$ 569					
	Florida League of Mayors = \$ 250					
	National League of Cities is not being renewed					
	Sister Cities International = \$ 250					
545	TRAINING - Conference, seminars, workshops, meetings, and	\$ 3,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 3,000
	Broward League of Cities meetings, annual Florida League of					
	Cities conference and training; ethics training required by County					
	Ordinance					
550	OPERATING SUPPLIES - Stationary, flash drives, video tapes	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	for meetings, proclamation/awards, printing, sympathy flowers,water					
	for Commisison mtgs, and miscellaneous supplies, Hosting League of					
	Cities meeting.					
	CAPITAL OUTLAY					
640	EQUIPMENT & MACHINERY	\$ 1,500	\$ -	\$ -	\$ -	\$ -
	Total	\$ 101,805	\$ 107,640	\$ 93,721	\$ 93,721	\$ 92,685

**TOWN OF LAUDERDALE-BY-THE-SEA
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FISCAL YEAR 2012-13**

Department Name:	Donations	511.100				
Submitted By:	Finance Director					
Function	To aid non profit organizations by assisting in the funding of projects that benefit the multiple needs of citizens of Broward County.					
Objectives:	To plan, coordinate and assist in funding community related not -for-profit social service agencies.					
Achievements:	Provided financial assistant to Aging & Disability Resource Council of Broward County, Women In Distress, Kids Voting Broward, Family Central, and Boy Scouts of America, all of whom provide service to LBTS residents.					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR REQ FY 2012-13	COMM ADOPTED
	OPERATING					
820	Aid To Non-Profit Organizations	\$ 14,187	\$ 14,187	\$ 16,718	\$ 14,218	\$ 14,218
	Aging & Disability Resource Council	\$ 10,162	\$ 10,162	\$ 10,120	\$ 10,120	\$ 10,120
	Women in Distress	\$ 2,000	\$ 2,000	\$ 3,000	\$ 2,000	\$ 2,000
	Kids Voting Broward	\$ 1,474	\$ 1,474	\$ 1,547	\$ 1,547	\$ 1,547
	Family Central	\$ 551	\$ 551	\$ 551	\$ 551	\$ 551
	Boy Scouts			\$ 1,500	\$ -	\$ -

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FISCAL YEAR 2012-13**

Depart/Division Buildings/Chamber Of Commerce		511.200				
Submitted By: Don Prince, Director Of Municipal Services						
Function:	To attract visitors and tourists to Lauderdale-By-The-Sea, and provide information to visitors and residents. To provide the Chamber with an attractive building from which to operate.					
Objectives:	To fund the Visitors Center to promote the town of Lauderdale-By-The-Sea and act as a host to Tourists & Visitors who visit our Town. Provide information about local attractions, Restaurants, Hotels & other community business to Visitors, Tourists & Residents.					
Achievements:	Between ____ 1 and June 30, 2012, the Welcome Center had 9,759 walk-ins, mailed 1325 Visitor's Guides, and responded to 950 ad responses, 298 diving inquiries, and 796 inquiries about hotels.					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED
	PERSONNEL SERVICES					
120	SALARIES - partial salary of a Maintenance Worker	\$ 8,731	\$ 8,731	\$ 9,277	\$ 9,277	\$ 9,277
210	FICA - Social Security 6.20% and Medicare 1.45%	\$ 668	\$ 668	\$ 710	\$ 710	\$ 710
220	RETIREMENT - Florida Retirement System	\$ 429	\$ 429	\$ 481	\$ 481	\$ 481
230	GROUP INSURANCE - Mgr Recommended assumed a 10% increase in health insurance premium. However, we were succesful in obtained coverage w a new carrier at less cost.	\$ 2,596	\$ 2,596	\$ 2,388	\$ 2,388	\$ 2,462
	OPERATING					
345	Contract	\$ 38,861	\$ 38,861	\$ 40,000	\$ 40,000	\$ 40,000
340	SEWER/WASTEWATER -	\$ 1,600	\$ 1,600	\$ 1,600	\$ 2,880	\$ 2,880
430	ELECTRIC SERVICE -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
431	WATER -	\$ 1,200	\$ 1,200	\$ 1,985	\$ 2,150	\$ 2,150
451	LIABILITY INSURANCE -	\$ 4,121	\$ 4,121	\$ 3,526	\$ 3,526	\$ 3,526
	Chamber bldg's share of Town Property, flood and windstorm					
452	WORKERS COMPENSATION INSURANCE -	\$ -	\$ -	\$ -	\$ -	\$ -
520	MAINTENANCE MATERIALS -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	Supplies for daily cleaning & maintenance of grounds					
640	CAPITAL OUTLAY - install new impact windows			\$ 8,000	\$ 8,000	\$ 8,000
	Total	\$ 63,706	\$ 63,706	\$ 73,467	\$ 74,912	\$ 74,986

**TOWN OF LAUDERDALE-BY-THE-SEA
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Depart. Name:	Administration	513					
Submitted By:	Town Manager						
Function:	To provide professional leadership and management to local government operations and to execute Town/Commission policy and direction. Recommend alternative solutions to community issues. Prepare an annual budget for Commission consideration and control expenses. Provide mgmt oversight to ensure overall efficiency in Town operations. To accurately account for and report on the Town's expenditures and revenues. To manage the Town's risk of property damage and liability.To produce the Town minutes & serve as custodian of the Town's records. To provide customer service to visitors to Town Hall. Collect payments for services, parking tickets, and parking permits. Prepare the annual financial report. Pay vendors promptly. Perform HR functions.						
Objectives:	Implement the Town's Master Plan; manage construction of the Commercial Boulevard streetscape & drainage projects; complete the Bougainville Drive drainage project; implement measures that improve the Town's economic vitality, including the Town's branding implementation; maintain internal accounting controls; assure the reliability of financial records and reporting; maintain accountability for assets; prepare and maintain accurate records for Town proceedings and transactions; control the Town's budget.						
Achievements in FY 2012:	Property tax decrease; selected designers for and oversaw design of major projects on Commercial Boulevard that will substantially improve the Town's appeal, appearance, and walkability; solicited proposals for banking services, resulting in slight savings; reduced building permit fire review fees by 50%; hired highly-qualified staff; evaluated sufficiency of emergency reserve; addressed & resolved audit comments from prior year; evaluated current methodology for fire assessment fees.						
ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13	
	PERSONNEL SERVICES						
120	SALARIES - Salaries for City Clerk & Finance Div personnel, Town Manager (70%), Asst to the Mgr, & Sr Office Specialist. There is no change in staffing from the the FY12 budget .	\$ 581,168	\$ 581,168	\$ 591,935	\$ 591,935	\$ 591,935	
140	OVERTIME -as needed to complete special projects, the audit process, budget preparation,year-end closing of financial records	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 41,026	\$ 41,026	\$ 42,114	\$ 42,114	\$ 42,114	
220	RETIREMENT - Florida Retirement System contributions for all Admn Dept employees; Contribution for Town Mgr reduced by 30% per state law; \$10,000 for Town Mgr's deferred comp per contract;	\$ 42,042	\$ 42,042	\$ 57,258	\$ 57,258	\$ 58,190	
230	GROUP INSURANCE -	\$ 63,552	\$ 63,552	\$ 61,546	\$ 61,546	\$ 63,522	
	OPERATING EXPENSES						
315	PROFESSIONAL SERVICES Consultants & professional service providers to assist with research, HR matters, special programs or projects (including \$7,500 to assist with the evaluation and negotiation of EMS contract).	\$ 20,000	\$ 20,000	\$ 20,000	\$ 27,500	\$ 27,500	
320	AUDIT EXPENSE - annual audit; Grau contract renewed at same price - Plus single audit \$ 4,500	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 36,500	
344	HR EXPENSE- Cost for random drug testing of employees annually, pre-testing of prospective employees and post-accident drug testing. Also includes background checks for prospective employees and other HR-related expenses.	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,300	\$ 1,300	
345	CONTRACTUAL SERVICES- ADP for payroll processing & reporting (\$9k); City of Fort Lauderdale water utility tax collection fees (\$1,500); minutes transcripion svc (\$8K); bank fees (\$6k)	\$ 21,000	\$ 21,000	\$ 24,500	\$ 24,500	\$ 24,500	
463	SERVICE & EQUIPMENT MAINTENANCE - Fund Balance Financial System Maint Contract- \$ 3750 Laserfiche Maint Contract- \$ 4,100 Konica Minolta Copiers (Clerk/Finance)- \$ 3,500 fo machines + \$500 for copies in excess of contract	\$ 16,000	\$ 16,000	\$ 14,000	\$ 14,000	\$ 14,000	
506	PRINTING & BINDING - checks, applications, permits, pre-printed forms, stationary, business cards, envelopes, annual financial report, annual budget, grant applications, exhibits,historic documents & photos	\$ 9,000	\$ 9,000	\$ 7,500	\$ 7,500	\$ 7,500	
508	POSTAGE - for all general fund departments;includes Pitney Bowes postage machine rental	\$ 5,000	\$ 4,000	\$ 3,750	\$ 3,750	\$ 3,750	
510	OFFICE SUPPLIES	\$ 4,500	\$ 4,500	\$ 4,000	\$ 4,000	\$ 4,000	

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ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13
540	DUES, MEMBERSHIPS & SUBSCRIPTIONS - Broward & Intl - City Manager Association (\$500), City Clerks Association memberships (\$300), Florida & National Government Finance Officers Association (\$700), Association of Government Accountants (AGA), Public Risk Insurance Management Association (PRIMA), National Institute of Government Purchasing (), Florida Statutes Updates, 3 Notary Public(-\$385), Costco (\$100); Fla Redevelopment Assn (\$195); Congress for New Urbanism (\$200)	\$ 3,000	\$ 3,000	\$ 2,600	\$ 2,600	\$ 2,600
545	TRAINING/TRAVEL - monthly professional assn mtgs; mileage reimb; certification classes; seminars, conferences, meeting and training.	\$ 6,000	\$ 6,000	\$ 5,000	\$ 5,000	\$ 5,000
550	OPERATING SUPPLIES - Application fees, back-up tapes, permit fees, rubber stamps, file cabinets, printers, storage boxes, shelves, and cabinets, research, and miscellaneous equipment & office furniture that does not meet capitalization thresholds.	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000
CAPITAL OUTLAY						
640	EQUIPMENT & MACHINERY - conference table, other capital items	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000
Totals		\$ 872,288	\$ 871,288	\$ 888,503	\$ 896,003	\$ 903,411

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FISCAL YEAR 2012-13

Depart. Name:	General Government	519				
Submitted By:	Submitted by: Finance Director, Town Manager, PIO					
Function:	To account for expenditures that are of benefit to the entire organization or Town such as insurance, the public information function, marketing activities, info technology system and maintenance, community bus service. To provide funds for unexpected expenditures. To account for the salaries and benefits of the Assistant Town Manager, whose responsibilities cross several departments and functions.					
Objectives:	To provide accurate & timely information to the public about the Town and its operations through Town Topics, the Town's website, and the Town's cable channel. To provide competitive and adequate insurance to safeguard the Town's assets in case of damage or loss and to cover the Town's liability when accidents or injuries occur. To provide professional expertise on Town issues and problems; to supplement Town staff through the retention of consultants; to maintain ridership levels on the Pelican Hopper to insure its continuation.					
Achievements:	Published 4 editions of Town Topics with timely articles and information. Revised the website to be more user-friendly and to market the Town. Created a brand logo and tagline for the commercial district. Created two multi-day events designed to bring tourists to Town and bring retailers new clients. Negotiated changes in the Choice contract to benefit our residents, then renegotiated the Choice contract upon renewal to 1) ensure that the reduction in disposal fees that will occur in 2013 will benefit our residents, not Choice, 2) provide for expanded recycling (which will also lower costs), and 3) other service enhancements.					
ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	PERSONNEL SERVICES					
120	SALARIES - Salaries for Public Information Officer, 50% of Asst Town Mgr	\$152,008	\$152,008	\$113,392	\$113,392	\$113,392
210	FICA - Social Security 6.20% and Medicare 1.45%	\$10,408	\$10,408	\$8,241	\$8,241	\$8,241
220	RETIREMENT - Florida Retirement System 4.91% for P.I.O. and 6.27% for Asst Town Mgr. per FRS regs	\$8,404	\$8,404	\$6,604	\$6,604	\$6,604
230	GROUP INSURANCE -	\$10,235	\$10,235	\$12,876	\$12,876	\$13,250
250	UNEMPLOYMENT COMPENSATION - all GF departments; reimb to State for benefits paid to former LBTS employees	\$22,000	\$22,000	\$20,000	\$20,000	\$20,000
	OPERATING EXPENSES					
311	ADVERTISING - Trim compliance, ordinances, request for proposals, public notices, required advertisement for all depts.	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
313	LEGAL EXPENSES- nominal amt budgeted for small settlements or outside counsel expenses	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
315	PROFESSIONAL SERVICES Town Engineering contract-general services \$35,000 Traffic Engineering services - \$10,000 Other (landscape architecture, architects, sign design services,risk mgmt, HR, finance, etc.) \$10,000	\$75,000	\$65,575	\$65,000	\$55,000	\$55,000
345	CONTRACTUAL SERVICES Municipal Code Codification & Code On Line - \$6,000 E-Silo data storage- \$3600	\$7,000	\$12,425	\$11,000	\$11,000	\$11,000
349	COMMUNITY BUS CONTRACT Broward Grant portion of Community Bus contract-	\$43,860	\$43,860	\$43,860	\$43,860	\$43,860
451	LIABILITY INSURANCE General Liability - \$ 74,149; Automobile - \$13,412 Property Casualty, Flood & Windstorm - \$ 87,089	\$236,258	\$236,258	\$202,179	\$202,179	\$202,179

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ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
452	WORKERS COMPENSATION INSURANCE	\$29,500	\$29,500	\$29,573	\$29,573	\$29,573
	low premiums due to excellent employee safety record					
463	SERVICE & EQUIPMENT MAINTENANCE	\$12,000	\$12,000	\$12,000	\$10,000	\$10,000
	New SIRE contract for video, & audio feeds for Commission mtgs, agenda mgmt services (\$8,500); other misc costs					
497	GENERAL FUND CONTINGENCY	\$174,412	\$147,387	\$150,000	\$256,263	\$234,035
	For unanticipated or non-budgeted expenditures					
506	PRINTING & BINDING - Cost associated with printing Town Topics	\$12,500	\$12,500	\$13,000	\$15,000	\$15,000
	Topics (\$12,500); other misc printing costs					
508	POSTAGE - for general mailings	\$1,600	\$1,600	\$1,500	\$1,500	\$1,500
511	TECHNOLOGY EXPENSE - Support of Town computer systems. Update and maintain computers, printers, faxes. Network support. Installation of new hardware. Software licenses.	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
540	DUES & SUBSCRIPTIONS - ICMA & BCCMA for Asst Town Mgr (\$1100); other memberships	\$1,000	\$4,375	\$2,200	\$2,200	\$2,200
550	OPERATING SUPPLIES - for PIO, for Jarvis Hall	\$2,200	\$20,700	\$4,500	\$4,500	\$4,500
551	Recycling Carts & Promotion - one time expense to buy wheeled recycling carts; a County grant will be received to cover these costs & is reflected in the General Fund revenues			\$65,000	\$65,000	\$104,000
552	RECYCLING OUTREACH	\$0	\$0	\$0	\$0	\$17,430
556	GRANT MATCHING FUNDS - BCC Transportation See Acct#349 Covers 3,068 hrs of operation	\$57,000	\$57,000	\$57,000	\$57,000	\$57,000
CAPITAL OUTLAY						
624	BUILDING IMPROVEMENTS	\$12,500	\$12,500			
640	EQUIPMENT	\$25,000	\$10,500	\$1,500	\$5,000	\$5,000
Total		\$951,885	\$928,235	\$878,425	\$978,188	\$1,012,764

TOWN OF LAUDERDALE-BY-THE-SEA
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FISCAL YEAR 2012-13

Depart. Name:	General Govt- Marketing & Business Dev		519.1				
Submitted By:	Submitted by: Town Manager						
Function:	To develop & implement programs that increases the visibility of the Town, it's retailers and hoteliers in the marketplace and draw positive attention and business to the Town.						
Objectives:	To develop a Town marketing strategy; to conduct market research; to implement the Town's new brand; to sponsor events that bring tourists and shoppers to LBTS; to coordinate events designed to bring tourists to Town; to implement the hotel improvement and paint only incentive grants.						
Achievements:	Developed a new brand image & tagline for the Town's commercial district; replaced old, worn banners with new brand banners;brought the hoteliers & retailers together to create & market two events designed to bring people to Town - Family Fun Week and Bugfest by the Sea; created LBTSevents.com to market events in Town; joined Visit Florida, the State's tourism arm; highlighted Town businesses' achievements & recognition on the Town's website; started getting Town events on the CVB's website; developed a working relations with the CVB staff.						
ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13	
	OPERATING EXPENSES						
311	ADVERTISING/MRKTG advertise LBTS in coop ads with TDC & Visit Florida; advertise Town events; maintain & upddate LBTSevents.com	\$0	\$15,000	\$20,000.00	\$20,000.00	\$20,000.00	
315	PROFESSIONAL SERVICES	\$153,000	\$100,000	\$50,000	\$75,000	\$75,000	
	preparation of a marketing strategic plan; exterior design assistance/advice to HIP & POP grant receipients; advertising/ marketing professional assistance incl design; economic development assistance to Town						
345	CONTRACTUAL SERVICES - market research	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	
495	MKTG EVENTS -event mgmt; entertainment at those events; marketing; supplies needed for such events.	\$10,000	\$13,000	\$20,000	\$20,000	\$20,000	
	continuation of Bugfest by the Sea & Family Fun Week						
506	PRINTING & BINDING - marketing collateral development & printing	\$13,000	\$13,000	\$5,000	\$5,000	\$5,000	
508	POSTAGE - mailing marketing materials	\$500	\$500	\$500	\$500	\$500	
540	DUES & SUBSCRIPTIONS - Fla Redev Assn (\$195); Visit Florida (\$95)			\$250	\$300	\$300	
550	OPERATING SUPPLIES - branding implementation (e.g. banners; signage; Pelican Hopper wrap; electric & power box wraps, etc.);	\$3,000	\$38,000	\$10,000	\$15,000	\$15,000	
558	INCENTIVE PROGRAMS - trial incentive match to encourage retail (\$35,000) & hotel (\$150,000) exterior improvements	\$110,000	\$110,000	\$120,000	\$185,000	\$185,000	
	Total	\$314,500	\$314,500	\$255,750	\$350,800	\$350,800	

**TOWN OF LAUDERDALE-BY-THE-SEA
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FISCAL YEAR 2012-2013**

Dept. Name:		Police Department			DEPT. 521
Submitted By:		BSO & Connie Hoffmann, Town Manager			
Function:		To safeguard the lives and property of Lauderdale-By-The-Sea residents and visitors by providing comprehensive police services of the utmost quality, while building strong relationships with the community through flexibility of assignment and personalized service.			
Objectives:		The Broward Sheriff's Office, under contract for law enforcement services, provides uniformed patrol, traffic enforcement and the investigation of all crimes. Law enforcement personnel focus on successfully integrating community policing strategies and innovative problem solving techniques into the delivery of services to the Town.			
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13	
	OPERATING EXPENSES				
345	CONTRACT - Police Services	\$3,435,554	\$3,510,101	\$3,510,101	
352	CONTRACTED SERVICES - Code Red emergency notification system	\$5,500	\$5,000	\$5,000	
460	EQUIPMENT MAINTENANCE-surveillance cameras	\$5,500	\$6,000	\$6,000	
	CAPITAL OUTLAY				
624	Building Improvement- for public safety bldg	\$8,000	\$10,000	\$10,000	
640	Equipment & Machinery	\$5,000	\$2,500	\$2,500	
	Totals	\$3,459,554	\$3,533,601	\$3,533,601	

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Dept. Name:	Emergency Medical Service			
Submitted By:	Brooke Liddle			
Date:				
523				
Goal:	To provide a professional, exceptional, and dedicated Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea.			
Objectives:	To deliver a professional full time Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea; to respond to 95% of calls within 6 minutes.			
Achievements:	Met and maintained response time goals. AMR agreed to forgo the 4% increase in compensation provided for in their contract in FY 13 in exchange for the Town's willingness to enter into discussions regarding an extension of their contract.			
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	CONTRACTUAL SERVICES			
345	Emergency Medical Services	\$753,659	\$753,659	\$753,659
	American Medical Response Contract; AMR has waived the 4% increase their contract allows in exchange for the Town entering into negotiations to extend their contract.			
	CAPITAL OUTLAY			
624	Building Improvement	\$1,000	\$1,000	\$1,000
	Totals	\$754,659	\$754,659	\$754,659

TOWN OF LAUDERDALE-BY-THE-SEA
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Depart. Name:	Developmental Services		524					
Submitted By:	Bud Bentley, ATM & Department Director							
Objectives:	Building Services: To ensure that construction in Town is safe and compliant with Fire Codes, building codes, and land use regulations. Code Compliance: To engage the community in the abatement and resolution of code and violations thus increasing safety, achieving community aesthetic standards and assuring proper licenses and permits are acquired. Planning Services: To enhance the quality of life in the community through compliance with our land development code. To make the land development code a living document that is easy to use, and updated to reflect current and desired community standards.							
Functions:	Administration: Provides administrative support to the Special Magistrate, serves as the contract manager for building services, code compliance services and Interlocal agreements. Planning and Zoning: Oversee the Town's Land Development Regulations. Provides support to the Planning & Zoning Board, the Board of Adjustment and the Development Review Committee. Building Services: Issues building permits, ensuring all inspections are completed during construction activities. Contract Fire Marshall provides the fire plan review and inspections for all applicable building permit applications. Code Compliance Services: Seeks property compliance with the Town's Code of Ordinances. Town Engineering: Includes right-of-way permitting and plan review. Project Management: Manages major Capital Improvement Projects.							
Achievements:	Smoothly transitioned from Broward County to CAP Government Services for Building Permitting & Inspection Services on January 3, 2012. CAP has been well-received by the building community & residents. Issued 340 permits through April 2012. Transitioned from Town staff to Calvin, Giordano & Associates for code compliance services on January 3, 2012. Conducted 682 inspections and opened 248 code violation cases through April 2012. Accomplished the following Commission Planning Priorities: Remove Mediterranean style architectural standard requirement (Priority #1), revised the RM-25 zoning district to encourage the redevelopment/investment in the Town's hotel properties (Priority #2), revised Town's Sign Code (Priority #3) and cleaned-up regulations in the B1A and B1 districts (Priority #5). Processed six parking exemption applications and three sidewalk café applications through April 2012. Developed processes for sign permit applications and sidewalk café applications and addressed code revisions related to Window Screening for Vacant Properties and Alcohol service separation distance requirements.							
ACCT NO.	Account & Detail	Detail	FY 2011-2012 ADOPTED	FY 2011-2012 AMENDED	FY 2012-2013			
					Detail	REQUEST	RECOMMEND	COMM. ADOPTED
	PERSONNEL SERVICES							
120	SALARIES - Director (50%), Town Planner & Sr Office Spec.		\$233,500	\$145,750		\$188,076	\$188,076	\$188,076
121	TEMP SALARIES - Intern @ \$20 hrs * \$15 hr * 26 weeks				\$7,800	\$7,800	\$7,800	\$7,800
140	OVERTIME for support of Board meetings		\$2,000	\$2,000		\$2,000	\$2,000	\$2,000
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%		\$18,000	\$18,000		\$14,046	\$14,046	\$14,046
220	Florida State Retirement System (FRS)		\$11,500	\$11,500		\$10,535	\$10,535	\$10,535
230	GROUP INSURANCE		\$29,386	\$29,386		\$30,297	\$30,297	\$31,755
	Total Personnel Services		\$294,386	\$206,636		\$252,754	\$252,754	\$254,212
	OPERATING							
315	PROFESSIONAL SERVICES -		\$65,000	\$65,000	\$58,300	\$58,300	\$58,300	\$58,300
	FY 12 Hotel Planning Priority Project		\$6,000					
	FY 12 Sign code rewrite		\$13,000					
	FY12 Architectural design guidelines		\$10,000					
	Planning consultants		\$22,000		\$5,000			
	Code enforcement		\$2,500					
	other		\$8,500		\$5,000			
	DRC Consultants expense (reimbursable - bgt based on mid-yr actual)		\$3,000		\$2,500			
	Town Engineer				\$5,000			
	FY13 Planning Priorities							
	No. 6 Architectural Design Guidelines (contract awarded in FY12, most of expense in FY13 Bgt)				\$30,000			
	No. 5 Code Clean-up		30.00		\$3,000			
	No. 4 Protect SF n/hoods and historical resources		3.00		\$300			
	New Priority - Integration of annexed areas into Zoning Co		75.00		\$7,500			
	NOTE: Town Attorney fees not included in above							
344	PROFESSIONAL TESTING - drug testing (to be charged to Admn Dept in FY 13)			\$200	\$200			
345	CONTRACTUAL SERVICES		\$11,000	\$100,790	\$139,333	\$139,333	\$139,333	\$139,333
	Minute Services		\$1,500		\$3,000			
	Special Magistrate @ \$100 per hour. Avg of 2.5 hrs for Linn. We are scheduling more Code and Fire cases. Projecting 3.5 hrs per hearing.		\$3,500		\$4,900			
	Calvin, Giordano - Code Services (term ends Jan 30, 2013, +10% inc) See 345 Tab		\$87,750		\$115,933			
	In prior year E-Silo data storage was in equipment maintenance now moved to contractual services.				\$500			

TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-2013

ACCT NO.	Account & Detail	Detail	FY 2011-2012	FY 2011-2012	FY 2012-2013			
			ADOPTED	AMENDED	Detail	REQUEST	RECOMMEND	COMM. ADOPTED
	GIS services (Chen) new zoning maps, etc...				\$2,000			
	Fire Marshall - fire plan review (see Fire Marshall Tab for calculations)				\$13,000			
402	BUILDING PERMIT SERVICES -			\$209,000		\$375,000	\$375,000	\$375,000
	Full Yr Bgt for payments to the Bd of Appeals, State and CAP, which receives 75% of the net fees (and approximately 82% of the gross fees). Estimate based on avg monthly bldg permit revenue of \$37,500							
410	COMMUNICATIONS		\$1,300	\$440				
460	EQUIPMENT MAINTENANCE - Purchased copier in FY12 - ongoing expense in Acct 510.		\$1,084	\$1,204				
461	VEHICLE MAINTENANCE - 2 code vehicles per contract		\$2,500	\$2,000		\$2,500	\$2,500	\$2,500
462	FUEL - Fuel for 2 code vehicles /avg \$175 since January		\$1,500	\$1,500		\$2,100	\$2,100	\$2,100
463	SERVICE AGREEMENTS-		\$2,900	\$2,000	\$3,804	\$3,804	\$3,804	\$3,804
	IMS Business Tax License	\$600			\$600			
	IMS Code System	\$900			\$802			
	Downtown Deva				\$1,000			
	IMS Code System	\$900			\$902			
	Arch-View System - ESRI (drop, no one using it, can add in future)	\$400			\$0			
	Pest Control	\$500			\$500			
	Data Back-up (Silo System) budgeted under contractual services in 2013.	\$500			\$0			
506	PRINTING - \$183 net expense first 7 months of FY12 or @ 26 per month * 12 months = \$313. FY11 expense of \$718.		\$2,000	\$2,000		\$1,000	\$1,000	\$1,000
508	POSTAGE - \$1,619 expense first 6 months of FY12 or @ \$270 per month * 12 months = \$3242. Kept at last yr bgt as increased activity		\$3,650	\$3,650		\$3,650	\$3,650	\$3,650
510	OFFICE SUPPLIES - FY12 annualized expense of \$3,295 plus supplies for \$300 supplies for Project Manager. Plus transferred expense for copier at \$300 per year.		\$2,500	\$2,500		\$3,800	\$3,800	\$3,800
525	UNIFORMS - new Town Logo shirts		\$500	\$600		\$100	\$100	\$100
540	DUES & SUBSCRIPTIONS -		\$270	\$270	\$550	\$550	\$550	\$550
	Gold Coast Code Enforcement Chapter: 2 @ \$30	\$60						
	Florida Association Of Code Enforcement: 2 @ \$30	\$60						
	Florida Association Of Business Tax Officials (1) \$40	\$40						
	Florida Floodplain Managers Association (1) \$50	\$50						
	American Planning Association (Florida Chapter)	\$60			\$125			
	American Planning Association (National)				\$275			
	American Institute of Certified Planners				\$150			
545	TRAINING		\$2,500	\$2,500	\$1,800	\$1,800	\$1,800	\$1,800
	Code Officer Training	\$700			\$0			
	Town Planner - 1 state conference & 1 local conference	\$1,800			\$1,800			
550	OPERATING SUPPLIES		\$5,450	\$5,450	\$7,600	\$7,600	\$7,600	\$7,600
	Operational supplies and equipment	\$2,700			\$2,000			
	Broward County Recordings	\$1,000			\$1,000			
	Scanning/Archiving of Records	\$1,750			\$2,000			
	Noise Meter (SPDP-2200-10PR) see 550 Tab				\$2,600			
	Total Operating		\$102,354	\$399,104		\$599,537	\$599,537	\$599,537
	CAPITAL OUTLAY							
640	EQUIPMENT & MACHINERY		\$7,500	\$7,500		\$7,500	\$7,500	\$7,500
	NEV (street-legal electric cart)	\$7,500						
	Total Proposed Budget Request		\$404,240	\$613,240		\$859,791	\$859,791	\$861,249

TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-2013

Depart/Division	Municipal Services/Public Works Div	541.100
Submitted By:	Don Prince, Director Of Municipal Services	

Function: To maintain the Town's infrastructure by making repairs to roads, sewers, stormdrains and streetlights. Maintaining the Town's fleet vehicles to ensure safe operation on the road. To provide a safe, clean and well maintained appearance of the Town's public property. To maintain all public buildings by providing a safe, clean, attractive and enjoyable environment for visitors and residents of Lauderdale by the Sea.

Objectives: To make necessary repairs to sidewalks, drainage, sewers, irrigation and Town owned properties. Providing proper maintenance to equipment. Ensuring that all employees as well as contractors adhere to safety procedures and policies. To provide a safe clean environment for all to enjoy and to reduce operating cost by doing preventative maintenance on the Town's infrastructure.

Achievements: Completed Flamingo, Harbor drive and Terra Mar drainage projects. Completed sewer and street analysis. Started a sewer cleanout restoration project throughout Town. Replaced damaged streets, swales and sidewalks Townwide. Installed energy efficient lighting fixtures in Town buildings. Installed water saving plumbing fixtures in Town buildings, removed graffiti Townwide, maintained existing drainage Townwide, responded to Citizen concerns, pressure washed buildings and sidewalks monthly Townwide. Maintained all the landscaping and irrigation Town wide.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
PERSONNEL SERVICES						
120	SALARIES -	\$ 565,364	\$ 578,364	\$620,909	\$620,909	\$620,909
140	OVERTIME - for emergency situations & special events	\$ 10,000	\$ 10,000	\$10,000	\$10,000	\$10,000
210	FICA: Social Security 6.20% + Medicare 1.45%	\$ 42,650	\$ 42,650	\$48,265	\$48,265	\$48,265
220	RETIREMENT - employer contribution to Florida Retirement System has decreased to 4.91% for regular employees, 6.27% for Sr Mgmt	\$ 27,999	\$ 27,999	\$40,292	\$40,292	\$41,285
230	GROUP INSURANCE: health insurance increase assumed at 12%	\$ 98,471	\$ 98,471	\$99,364	\$99,364	\$102,321
OPERATING EXPENSES						
315	PROFESSIONAL SERVICES -	\$ 5,000	\$ 4,134	\$5,000	\$5,000	\$5,000
340	SEWER/WASTEWATER	\$ 6,300	\$ 6,300	\$7,100	\$11,000	\$11,000
345	CONTRACTUAL SERVICES	\$ 47,084	\$ 47,084	\$47,082	\$47,082	\$47,082
410	State Road Street Sweeping 928 miles a year @ \$24 a mile \$22,272 All Florida tree trimming approx 880 palm trees @ \$15 a tree \$13,200, approx 284 coconut palms a 2nd trimming @ \$15 a tree \$4,260, approx. 70 hours of canopy tree trimming @ \$65 an hour \$4,550 King tree Approx. 350 trees @ \$7 a tree 3 times a year \$7,350	\$ 12,833	\$ 12,833	\$12,833	\$12,833	\$12,833
430	ELECTRIC SERVICE- For all Public buildings and portals	\$ 47,000	\$ 47,000	\$47,000	\$47,000	\$47,000
431	WATER SERVICE - For all Public buildings and irrigation	\$ 73,830	\$ 73,830	\$101,000	\$109,500	\$109,500
433	ELECTRIC SERVICE - Electricity for Town Street Lights and irrigation systems.	\$ 50,000	\$ 50,000	\$55,000	\$55,000	\$55,000
445	EQUIPMENT RENTAL - Rental of miscellaneous equipment / i.e., asphalt rollers, compactors, jack-hammers, ice-machine, barricades, hole saw, etc.	\$ 4,000	\$ 4,000	\$4,000	\$4,000	\$4,000
460	EQUIPMENT MAINTENANCE - Maintenance of all equipment in the public works department (generators, bobcat, golf cart, pressure washer, chipper, chain saws, sweeper and misc. equipment)	\$ 34,488	\$ 34,488	\$34,488	\$34,488	\$34,488
461	VEHICLE MAINTENANCE - maintain seven vehicles	\$ 8,675	\$ 8,675	\$8,675	\$8,675	\$8,675
462	FUEL - Fuel for vehicles ,equipment and three emergency back up generators	\$ 19,230	\$ 19,230	\$19,230	\$19,230	\$19,230
463	SERVICE MAINTENANCE CONTRACTS- Town Hall, Jarvise Hall, Public Works Garage and PSC pest control \$3,184, Generator maintenance \$1,700, maintenance for 33 AC units @ \$390 a month \$4,680	\$ 9,606	\$ 9,606	\$9,600	\$9,600	\$9,600
470	RADIO MAINTENANCE - radio repairs	\$ 550	\$ 550	\$550	\$550	\$550
497	CONTINGENCY					
498	STORM DRAIN OUTFALL REHAB/MAINTENANCE (NPES)	\$ 100,000	\$100,866	\$100,000	\$100,000	\$100,000
	TeleVac \$80,000; \$20,000 for emergency drainage repairs					

TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-2013

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
508	POSTAGE -	\$ 315	\$ 315	\$315	\$315	\$315
510	OFFICE SUPPLIES -	\$ 1,000	\$1,000	\$1,000	\$1,000	\$1,000
520	BLDG. MAINTNENANCE MATERIALS - Supplies for daily cleaning and maintenance \$25,000 and \$10,000 for Jarvis Hall renovations	\$ 40,000	\$50,000	\$18,000	\$25,000	\$35,000
525	UNIFORM EXPENSE - Uniform maintenance and replacement contract for Municipal Services - Ave \$ 253.	\$ 5,424	\$ 5,424	\$5,500	\$5,500	\$5,500
529	STREETLIGHT MAINTENANCE	\$ 12,000	\$12,000	\$12,000	\$12,000	\$12,000
	DOT grant for maintaining DOT lights					
530	STREET MAINTENANCE/SUPPLIES - Includes minor repairs to Town owned streets (i.e. water main breaks, sink holes, etc.) Replacement of decorative street lights and crosswalk repairs	\$ 33,000	\$37,815	\$33,000	\$33,000	\$33,000
531	GROUND MAINT/ LANDSCAPING plants ,sod,topsoil and irrigation supplies	\$ 45,000	\$ 45,000	\$45,000	\$45,000	\$45,000
532	SIGNS- beach, park, public facilities & roadway signage	\$ 12,000	\$ 12,000	\$12,000	\$12,000	\$12,000
534	SEWAGE MAINTENANCE & REPAIR	\$ 40,000	\$ 40,000	\$40,000	\$40,000	\$40,000
535	FLAGS: cost to replacement U.S. flags at Town facilities	\$ 1,700	\$1,700	\$1,000	\$1,000	\$1,000
540	DUES & SUBSCRIPTIONS -	\$ 725	\$ 725	\$725	\$725	\$725
	American Public Works Association - \$232					
	Florida Stormwater Association - \$310					
	Florida Floodplain Managers Association - \$50					
	Misc. Membership - \$133					
545	TRAVEL AND TRAINING -	\$ 3,925	\$ 3,925	\$3,925	\$3,925	\$3,925
	American Public Works Conference - \$750					
	Florida Stormwater Association Conference - \$ 750					
	Tampa Hurricane Conference - \$195					
	Staff Seminars - Safety or Hurricane Workshops - \$500					
	Florida Floodplain Managers Association Conference - \$555					
	Misc. Membership-\$					
550	OPERATING SUPPLIES - Misc operating purchases, surface water renewal fee, Safety Items, hoses, cords, water, clamps, bits, keys	\$ 19,339	\$ 19,339	\$19,339	\$19,339	\$19,339
CAPITAL OUTLAY -						
640	EQUIPMENT & MACHINERY - New non-impact store front window and doors in the community center	\$ 47,780	\$ 37,780	\$18,500	\$18,500	\$18,500
644	VEHICLES - replace 98 Ford F-150 with 2012 Ford F-150 and 2005 Dodge Durango with economy car.	\$ -	\$ -	\$36,915	\$36,915	\$36,915
	TOTAL	\$ 1,425,288	\$ 1,443,103	\$1,517,607	\$1,537,007	\$1,550,957

TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-2013

Depart/Division	Municipal Svcs/Recreation		572				
Submitted By:	Don Prince, Director Of Municipal Services						
	Connie Hoffmann, Town Manager						
Functions:	To provide a safe, clean, accessible and durable recreational facility for residents and visitors of the Town. Ensuring playgrounds are safe for children to use. Providing community recreation areas for all programs to residents and visitors.						
Objectives:	To increase the number and quality of recreational programs offered. Replace all the metal benches and trash recpticals with recycled plastic, install						
Achievements:	Installed two new shade awnings in the Tennis Courts,replaced the play surface at Pirates Park,added sand in the play area, pressure washed park equipment and sidewalks on a monthly basis.						
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT. REQ FY 2012-13	MGR RECOMM FY 2012-13	COMM. ADOPTED FY 2012-13
	OPERATING						
342	CONTRACTUAL SERVICES- COMMUNITY CENTER		\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
	Armilio Bien-Aime contract to program comm center						
343	BEACH MAINTENANCE Contract- Contract to sanitize and rake the Town's beaches. Beach Raker @ \$13,560/mo. + \$3,330 for additional Spring Break service. \$1,000 for turtle monitoring. New FWCC rules re turtle nests & seaweed disposal will increase costs to keep the beach clean. We included \$10,000 for additional costs.		\$162,720	\$162,720	\$167,020	\$178,000	\$178,000
345	CONTRACTUAL SERVICES - \$150 per month mgmt fee for new monthly lecture series; funds for movies in the park		\$6,000	\$6,000	\$4,000	\$6,000	\$6,000
347	RECREATION PROGRAMS		\$7,500	\$3,500	\$3,500	\$3,500	\$3,500
	Misc recreational & cultural programs.						
410	COMMUNICATIONS-		\$600	\$600	\$100	\$100	\$100
430	ELECTRIC SERVICE - Friedt Park, Tennis, Soccer & Basketball		\$4,000	\$4,000	\$4,000	\$5,000	\$5,000
	Courts and charge allocated to senior center for grant. Estimated \$293/mo. Assumes \$1k cost associated w new beach bathroom.						
451	LIABILITY INSURANCE - Liability insurance allocated to community center		\$824	\$824	\$705	\$705	\$705
460	EQUIPMENT MAINTENANCE - Maintenance of recreation facilities & equipment in parks, Melvin I. Anglin Courtyard (restrooms, benches, basketball, tennis courts, flag poles,lighting)		\$8,150	\$8,150	\$8,150	\$8,150	\$8,150
469	BUOY MAINTENANCE		\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
495	SPECIAL EVENTS - Contractual personnel, equipment, and supplies associated with special events. See detail below.		\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
	Halloween (incl \$1500 for event mgmt)	\$5,500					
	July 4th (\$2500 for event mgmt, \$15k fireworks, \$13k rental, \$7500 exp)	\$38,000					
	Christmas By The Sea	\$5,000					
	Easter (incl \$1k event mgmt)	\$4,000					
	other	\$2,500					
510	OFFICE SUPPLIES - Community Center		\$525	\$525	\$525	\$525	\$525
520	MAINTENANCE MATERIALS - Materials and supplies needed for park, tennis & basketball court, soccer field,horseshoe pits, bocce ball courts, Portals. Adds \$1k for new beach bathroom.		\$14,000	\$14,000	\$14,000	\$15,000	\$15,000
540	DUES & SUBSCRIPTIONS		\$335	\$335			
	parks & recreation assn dues - for grant eligibility						
550	OPERATING SUPPLIES -doggie bags, tennis court keys, park furniture, sports equipment, trash cans, etc. .		\$12,900	\$21,900	\$15,000	\$20,000	\$20,000
640	EQUIPMENT & MACHINERY		\$5,000	\$0			
Total			\$344,554	\$344,554	\$339,000	\$358,960	\$358,960

Depart/Division	Sewer System	Fund 103				
Submitted By:	Town Mgr, Finance Director & Director Of Municipal Services					
Function:	To collect and transmit sewage from south of Pine Avenue and collect adequate revenues to offset operating and capital costs.					
Objectives:	To complete the repairs to the sewer infrastructure recommended in the King Engineering study; to significantly reduce infiltration to the sewer system; to install cleanouts and identify needed lateral repairs.					
Achievements:	Completed an engineering analysis of the sewer system and identify needed capital repairs; conducted a rate study to establish rates that are equitable among customer classes; televised the condition of all lateral connections in order to determine their condition and contribution to I&I. Cleaned, sealed and grouted 49 sections of sewer lines.					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	PERSONNEL SERVICES					
120	SALARIES - 1 Municipal Service Worker, 10% of Town Manager's & 20% of Municipal Services Dir's salaries	\$ 69,654	\$ 69,654	\$ 71,612	\$ 71,612	\$ 71,612
210	FICA: Social Security 6.20% + Medicare 1.45%	\$ 3,872	\$ 3,872	\$ 5,097	\$ 5,097	\$ 5,097
220	RETIREMENT - employer contribution to Florida Retirement System 4.91% for regular employees, 6.27% for Sr Mgmt	\$ 4,588	\$ 4,880	\$ 5,889	\$ 5,889	\$ 6,076
230	GROUP INSURANCE: health insurance increase assumed at 12%	\$ 9,261	\$ 6,500	\$ 7,142	\$ 7,142	\$ 7,271
	OPERATING EXPENSES					
315	PROFESSIONAL SERVICES -	\$ 60,000	\$ 96,921	\$ 8,500	\$ 8,500	\$ 8,500
340	SEWER/WASTEWATER	\$ 600,000	\$ 729,000	\$ 688,000	\$ 688,000	\$ 688,000
345	CONTRACTUAL SERVICES- contract with Fort Lauderdale for billing services	\$ -	\$ 12,000	\$ 12,500	\$ 12,500	\$ 12,500
435	UTILITIES	\$ 16,000	\$ 16,500	\$ 17,500	\$ 17,500	\$ 17,500
451	AUTO, PROPERTY & LIABILITY INSURANCE	\$ 7,555	\$ 7,753	\$ 6,465	\$ 6,465	\$ 6,465
452	WORKERS COMPENSATION INSURANCE	\$ 2,158	\$ 2,158	\$ 2,273	\$ 2,273	\$ 2,273
458	LATERAL TELEVISIONING (not an ongoing expense)	\$ -	\$ 81,970	\$ 0	\$ 0	\$ 0
459	SEWER LINE MAINTENANCE - televising & cleaning sewer lines	\$ 80,000	\$ 43,030	\$ 27,000	\$ 27,000	\$ 27,000
465	PUMP STATION MAINTENANCE -	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
497	CONTINGENCY	\$ 53,940	\$ -	\$ 50,000	\$ 50,000	\$ 49,684
630	CAPITAL OUTLAY IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 421,551	\$ 686,000	\$ 686,000	\$ 686,000
630	Emergency Sewer Replacement			\$ 25,000	\$ 25,000	\$ 25,000
640	CAPITAL OUTLAY - equipment			\$ 5,000	\$ 5,000	\$ 5,000
	Total	\$ 927,028	\$ 1,505,789	\$ 1,627,978	\$ 1,627,978	\$ 1,627,978

Submitted By: VFD Board of Directors
Town Manager Connie Hoffmann

FIRE FUND

REVENUES	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	Appropriation from Vehicle Reserve	\$ 187,000	\$ 187,000	\$ -	\$ -	
	Fire Assessment Fees	\$ 1,012,808	\$ 1,012,808	\$ 1,012,808	\$ 1,016,747	\$ 1,016,624
	Fire Inspection Fees	\$ 30,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
TOTAL REVENUES		\$ 1,229,808	\$ 1,239,808	\$ 1,052,808	\$ 1,056,747	\$ 1,056,624

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
151	FIRE PENSION - Amount indicated by actuary that Town must contribute to keep the Fire Pension Plan actuarially sound	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
315	PROFESSIONAL SERVICES- actuarial report; professional assistance on other matters	\$7,500	\$4,339	\$25,000	\$7,500	\$7,500
320	AUDIT- Annual audit of the pension plan; audit of VFD expenditures	\$5,500	\$5,500	\$10,000	\$10,000	\$10,000
345	CONTRACT - Fire Services	\$766,603	\$769,765	\$764,203	\$764,203	\$764,203
	Volunteer Fire Department Contract \$764,204					
	October 01, 2012 To Sept. 30, 2013 = \$63,683.67 Per month					
550	OPERATING SUPPLIES		\$4,564			
CAPITAL OUTLAY						
624	BLDG IMPROVEMENT- repairs to Fire station (\$15k); 50% of roof repairs (\$15k); 50% of plumbing repairs (\$15K)	\$10,000	\$15,436	\$15,000	\$45,000	\$45,000
640	EQUIP & MACH			\$55,600.00	\$55,600.00	\$47,100.00
	\$17,000 - new compressor for SCBA (air tanks)					
	\$25,000 - Hurst car extrication tool					
	\$8,500 - infrared camera					
	\$2,800 - truck generator					
	\$2,300 - 50' truss fire ladder					
644	VEHICLES - purchase of Engine Truck to replace Engine 212	\$339,500	\$339,500			
TRANSFERS						
912	TO GENERAL FUND- to cover the cost of Town expenses related to oversight of the VFD, administration of the VFD contract and fire revenues, Town Atty involvement in fire matters, fire service purchasing, coordinating & reviewing audits, etc. Decrease is due to less time being spent on fire issues than in past.	\$40,000	\$50,000	\$20,000	\$20,000	\$20,000
995	TO FIRE VEHICLE/EQUIP RESERVE - Funds derived from Fire Assessment fees that are being reserved to acquire trucks and equipment to replace aging equipment	\$30,205	\$30,205	\$125,000	\$110,000	\$110,000
966	TO FIRE RESERVE- Funds derived from the Fire Assessment fees that are being reserved for future fire	\$25,500	\$15,500	\$33,005	\$39,444	\$47,821
Totals		\$1,229,808	\$1,239,809	\$1,052,808	\$1,056,747	\$1,056,624

TOWN OF LAUDERDALE-BY-THE-SEA
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET
FISCAL YEAR 2012-2013

Dept. Name	Fund 310: Parking System					
Submitter	Tony Bryan, Finance Director and Bud Bentley, Asst Town Manager		310			
Function:	To manage the Town's parking system.					
Objective:	To provide adequate coverage of parking personnel during the optimum hours and days. To maintain accurate records of citations issued and make fair decisions to those who appeal violations. Provide high visibility in the metered areas and assist visitors and residents. Provide additional personnel on the streets to deter crime. Maintain all parking meters in proper working order. Collect parking revenue three times per week.					
FY 2012 Achievements:	Improved cash controls of parking receipts. Implemented pay-by-phone service for parking. Installed pay stations at the A1A parking lot. Issued an RFP and evaluated proposals for parking operations services. Seemlessly transitioned from in-house personnel to a parking operations contractor. Collected record revenues in the parking system. Started design of expansion of the parking on S. Bougainvillea and at Town Hall. Started design to reconfigure the A1A lot to provide additional parking spaces.					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	APPROVED FY 12	AMENDED FY 12	Detail FY13	MGR RECOMMEND FY 13	COMM APPROVED
PERSONNEL SERVICES						
120	SALARIES - Reduction in salaries & benefits accounts reflects elimination of 4 positions resulting from the transition to contracted parking operations in June 2012. Remaining salaries:	\$188,507	\$188,507		\$16,380	\$16,380
	25% of Office Specialist who handles parking permits & complaints					
	10% of the Finance Director's salary for oversight of the parking system					
140	OVERTIME -	\$550	\$550		\$0	\$0
		\$14,291	\$14,291		\$1,253	\$1,253
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%					
220	RETIREMENT	\$9,604	\$9,604		\$972	\$972
230	GROUP INSURANCE	\$27,791	\$27,791		\$3,225	\$3,375
	Total Personnel Services	\$240,743	\$240,743		\$21,830	\$21,980
OPERATING						
315	PROFESSIONAL SERVICES	\$10,000	\$10,000		\$25,000	\$25,000
	Parking System Study to project parking needs & strategy			\$25,000		
344	PROFESSIONAL TESTING -	\$300	\$300		\$0	\$0
345	CONTRACTUAL SERVICES	\$82,000	\$82,000		\$240,039	\$240,039
	Credit Card Processing Fees			\$6,750		
	Cash Transport to Bank @ \$500 per month			\$6,000		
	Special Magistrate			\$6,000		
	Personnel Services- Standard			\$140,235		
	Materials And Services-Standard			\$46,754		
	Citation Management			\$27,800		
	Transition Benefit for 3 months			\$6,500		
353	Parking Alternatives				\$100,000	\$100,000
410	Communications Service	\$5,780	\$5,780			
430	Electric Service	\$3,000	\$3,000		\$3,000	\$3,000
431	Water Service	\$4,780	\$4,780		\$5,200	\$5,200
445	Equipment Rent/ Lease	\$1,200	\$1,200		\$0	\$0
447	Parking Meter Maintenance	\$1,500	\$1,500		\$0	\$0
449	Parking Lot Maintenance	\$750	\$750		\$0	\$0
451	Auto & General Liability Insurance	\$343	\$343		\$294	\$294
452	Workers Comp Insurance	\$3,405	\$3,405		\$0	\$0
460	Equipment Maintenance - meters	\$0	\$0		\$0	\$0
461	Vehicle Maintenance	\$2,500	\$2,500		\$0	\$0
462	Fuel	\$5,000	\$5,000		\$0	\$0
463	Service Maintenance Agreements	\$18,000	\$18,000		\$0	\$0
497	Contingency	\$25,000	\$25,000		\$25,000	\$24,850
506	Printing & Binding	\$2,000	\$2,000		\$0	\$0
508	Postage	\$0	\$0		\$0	\$0
510	Office Supplies - Miscellaneous Office Supplies	\$400	\$400		\$0	\$0
511	Computer Expense	\$400	\$400		\$0	\$0
525	Uniforms	\$700	\$700		\$0	\$0
533	Parking Meter: Parts & Supplies	\$8,000	\$20,000		\$8,000	\$8,000
545	Training	\$750	\$750		\$0	\$0
550	Operating Supplies	\$8,000	\$8,000		\$0	\$0
	Total OPERATING	\$183,808	\$195,808		\$406,533	\$406,383
CAPITAL OUTLAY						
629	CAPITAL OUTLAY - Design/Permit	\$0	\$115,000	\$0	\$0	\$25,000
630	CAPITAL OUTLAY - other than buildings	\$15,000	\$0	\$500,000	\$500,000	\$475,000
	Reconfiguration of A1A lot, extension of parking on S. Bougainvillea, and Parking Fund's share of cost of new parking lot between Jarvis Hall and Public Safety Building					
640	Equipment & Machinery-	\$51,000	\$39,000		\$0	\$0
	Total CAPITAL OUTLAY	\$66,000	\$154,000		\$500,000	\$500,000
710	DEBT SERVICES - PRINCIPAL (includes annual paydown w/o penalty in January)	\$303,781	\$303,781		\$268,565	\$268,565
720	DEBT SERVICES - INTEREST	\$37,690	\$37,690		\$26,889	\$26,889
999	CONTRIBUTION TO FUND BALANCE				\$62,683	\$62,683
	Total DEBT SERVICE	\$341,471	\$341,471		\$358,137	\$358,137
OTHER						
	Transfer to V/Equip Replacement Reserve					
910	Transfer to CIP Fund	\$100,000	\$100,000			
912	Transfer to General Fund	\$167,000	\$167,000			
	Total OTHER	\$267,000	\$267,000			
Total		\$1,099,022	\$1,199,022		\$1,286,500	\$1,286,500